

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 19, 2002

COUNTY FISCAL LETTER (CFL) NO. 02/03 - 07

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2002/03 PLANNING COMMUNITY CARE LICENSING
(CCL) ALLOCATION FOR FOSTER FAMILY HOMES (FFH) AND FAMILY
CHILD CARE HOMES (FCCH)

Contingent upon approval of the State Budget, the amounts identified on the enclosed attachments are your planning allocations for Community Care Licensing (CCL) – Foster Family Homes (FFH) and Family Child Care Homes (FCCH). It is anticipated that a total of \$17,874,000, \$10,446,872 of which is State General Fund (SGF), will be made available upon approval of the FY 2002/03 Budget Act

Attachment I displays the distribution of the \$7,845,695 FFH SGF allocation, Attachment II displays the \$508,145 FFH recruitment SGF allocation, and Attachment III displays the \$1,877,282 FCCH SGF and \$318,000 reimbursement funds from the California Department of Education (CDE) allocations.

Individual FFH and FCCH program information and allocation methodology is as follows:

FFH Licensing and FFH Recruitment

To compute the FFH SGF allocation distribution, the county's average monthly FFH caseload for December 2000 through November 2001 was divided by the workload standards of 90 facilities per month per full-time equivalent (FTE). This resulted in the number of justified staff required to license this category of facility. A worker to supervisor ratio of 6.35:1 was applied to the justified staffing level and the total staffing level was then multiplied by the individual county's FY 2000/01 actual Social Services Worker (SSW) unit cost plus a cost-of-doing-business increase of 2.42 percent to reflect the FY 2001/02 cost base.

For counties performing FFH licensing activities, individual county unit cost, caseload and federal usage rates were used to develop each county's allocation. An adjustment was made to guarantee counties a minimum allocation of \$5,000 (total funds).

FFH recruitment activities are reflected in the workload standard. For the counties that do not participate in the licensing program, recruitment only funds were developed and distributed based on each county's average number of cases in Family Reunification and Permanent Placement for January 2000 through October 2001 and the number of

children under 18 years of age using the most recent data from the U.S. Census Bureau.

Administrative costs, including staff development, are charged to Program Codes 155, 156 and 158 - Foster Family Licensing/Recruitment, on the County Expense Claim (CEC). Expenditures exceeding the SGF allocation will be transferred to county share using State Use Only (SUO) Code 192.

FCCH Licensing

To compute the FCCH SGF allocation distribution, the county's average monthly FCCH caseload for December 2000 through November 2001, was divided by the workload standard of 303 facilities per month per FTE. This resulted in the number of justified staff required to license this category of facility. A worker to supervisor ratio of 6.35:1 was applied to the justified staffing level and the total staffing level was then multiplied by the county's actual SSW unit cost plus a cost-of-doing business increase of 2.42 percent to reflect the FY 2002/03 cost base.

As in FY 2001/02, the California Department of Social Services has obtained additional federal grant funds via an interagency agreement with the CDE. These reimbursement funds are available for licensing staff to perform comprehensive facility evaluations. Comprehensive visit protocols for FCCH have been developed and released as part of the update to the CCL Evaluation Manual. The CDE funds were distributed to counties based on a percent to the statewide total of their average monthly FCCH caseload for the period of December 2000 through November 2001.

In addition to the CDE funds, \$85,438 SGF was made available to counties in order to fulfill the reporting requirements associated with Assembly Bill (AB) 685 (Chapter 679, Statutes of 2001), Serious Incident Reporting. AB 685 requires FCCH licenses to report any injury to a child requiring medical treatment, the death of any child, or any unusual incident of child absence that threatens the emotional health or safety of any child in the care of the licensee. This additional funding provides the necessary staff to process these serious incident reports.

Administrative costs, including staff development, are charged to Program Code 157 - Licensing-Family Day Care, on the CEC. SUO Codes 061 and 062 will be used to insure that 100 percent of the federal augmentation is expended before counties can access their SGF allocation. Expenditures exceeding the SGF allocation will be transferred to county share using SUO Code 153.

If you have any questions concerning this allocation, please contact your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

DOUGLAS D. PARK, Chief
Financial Planning Branch

Attachments
c: CWDA

CCL - FOSTER FAMILY HOMES ALLOCATION

Attachment I

COUNTY	FY 2002/03 STATE GENERAL FUND
ALAMEDA	\$379,652
ALPINE	\$0
AMADOR	\$0
BUTTE	\$37,812
CALAVERAS	\$0
COLUSA	\$0
CONTRA COSTA	\$389,182
DEL NORTE	\$23,097
EL DORADO	\$42,619
FRESNO	\$201,582
GLENN	\$7,296
HUMBOLDT	\$0
IMPERIAL	\$60,471
INYO	\$10,436
KERN	\$332,509
KINGS	\$21,913
LAKE	\$0
LASSEN	\$0
LOS ANGELES	\$0
MADERA	\$0
MARIN	\$141,235
MARIPOSA	\$7,102
MENDOCINO	\$195,624
MERCED	\$42,694
MODOC	\$0
MONO	\$0
MONTEREY	\$112,730
NAPA	\$57,032
NEVADA	\$0
ORANGE	\$724,096
PLACER	\$35,626
PLUMAS	\$0
RIVERSIDE	\$0
SACRAMENTO	\$509,417
SAN BENITO	\$2,907
SAN BERNARDINO	\$875,622
SAN DIEGO	\$1,273,402
SAN FRANCISCO	\$122,988
SAN JOAQUIN	\$224,575
SAN LUIS OBISPO	\$104,467
SAN MATEO	\$163,744
SANTA BARBARA	\$325,518
SANTA CLARA	\$477,929
SANTA CRUZ	\$110,293
SHASTA	\$76,186
SIERRA	\$0
SISKIYOU	\$0
SOLANO	\$117,944
SONOMA	\$130,381
STANISLAUS	\$81,941
SUTTER	\$36,255
TEHAMA	\$31,201
TRINITY	\$54,290
TULARE	\$80,601
TUOLUMNE	\$30,065
VENTURA	\$136,184
YOLO	\$37,755
YUBA	\$19,321
TOTAL	\$7,845,695

CCL - FOSTER FAMILY HOMES RECRUITMENT ALLOCATION

Attachment II

COUNTY	FY 2002/03 STATE GENERAL FUND
ALPINE	\$62
AMADOR	\$550
COLUSA	\$613
HUMBOLDT	\$3,939
LAKE	\$2,219
LASSEN	\$802
LOS ANGELES	\$439,041
MADERA	\$4,721
MODOC	\$396
MONO	\$184
NEVADA	\$1,569
PLUMAS	\$506
RIVERSIDE	\$53,544
TOTAL	\$508,145

CCL - 02/03 FAMILY CHILD CARE HOMES

COUNTY	FY 2002/03 STATE GENERAL FUND	CDE REIMBURSEMENT	TOTAL FY 2002/03 ALLOCATION
DEL NORTE	\$17,993	\$4,730	\$22,723
FRESNO	\$346,183	\$73,318	\$419,501
INYO	\$15,284	\$2,652	\$17,936
MARIN	\$99,493	\$18,419	\$117,913
MENDOCINO	\$63,314	\$11,252	\$74,566
SACRAMENTO	\$1,296,306	\$198,956	\$1,495,262
TEHAMA	\$38,709	\$8,672	\$47,381
TOTAL	\$1,877,282	\$318,000	\$2,195,282